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22 December 1987

MEMORANDUM FOR: [redacted] STAT
Production Group

FROM: [redacted] STAT
Director, Foreign Broadcast Information Service

SUBJECT: Director's Action Committee (DAC) Participation

1. I am very pleased that you will be joining the DAC. The scope of the DAC is to review, comment on, and make recommendations relative to a series of topics. Generally, these topics will be of interest to all employees and be of a strategic nature, so that I expect that you might find it useful to develop a dialogue with your compatriots as we move from topic to topic. My expectations are that we will meet rather infrequently, but cover a wide range of topics when we do meet. At this time, the list of topics is rather short, but I expect it to grow as we initiate this process.

2. It is my hope to have the first meeting shortly after the first of the year at a time that minimizes the impact on your normal duties. Nancy will be in touch with you as the New Year schedule gets a little firmer.

3. I am looking forward to working with you.

[redacted] STAT

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